

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

MAY 9, 2018

The meeting was called to order by James Govoni, President. Mr. Govoni called for the approval of the April 11, 2018 minutes. A motion was made, seconded and approved.

BOARD MEMBERS PRESENT

James Govoni, President

Mark Bailey, 1st Vice President

Dr. Camille Bryan, Ed.D, 2nd Vice President

Bob Bradshaw, Secretary

D. Lynn Newman

Victor C. March

Wayne Cooper

Lynn Shuppel

Michele Kutta

Kathy Blue

STAFF

Richard Proctor, Interim Executive Director

Thomas Anderson, Health Occupations Inspector

Eula Gautreaux, Licensing Chief

Lisa Woods, Office Secretary III

Carla Boyd, Board Counsel

PRESIDENT'S ANNOUNCEMENT

Mr. Govoni reported the mortician's license renewal period has ended on April 30, 2018. To date we have over 10% of our licensing base that has failed to renew. Many are funeral home owners. Mr. Govoni stated his primary announcement today is, right now it reads non-renewed if you've not renewed, and on May 15, 2018 you will become unlicensed and be required to submit to the Board the \$400.00 late renewal fee. Please, if you know anybody, last name starting with A-K, that has not renewed, please remind them to do so very quickly, it is very important. Every 2 years the Board goes through this cycle, and the non-renewed panic, submit documentation that is either incomplete, no check, no CEU's, and the Board cannot accept them, or once it passes the 15th there is an additional \$400.00. If you have any questions please call the Board office. Board license verification is on the website on the left. Type your name in it will show up. Mr. Govoni took a moment to thank all the Board staff, in particular our Licensing Chief, Eula Gautreaux, who has done an amazing job.

ADMINISTRATIVE REPORT

Richard Proctor, Interim Executive Director reiterated Mr. Govoni's remarks regarding the renewal period and encouraged all, as Board President indicated, to let colleagues know, if they have not renewed, to renew before the May 15th deadline.

We are continuing to work with the mortuary transport companies in regards to registering transporters, distribution of Identification Cards, verification of registrants and reconciliation as needed. Also, we are signing up for a Motor Vehicle Administration service that will enable us to obtain real time status of transporters driving records. The service will also notify us as soon as violation is entered into the system.

Thomas Anderson, Inspector/Investigator, has been working diligently to help us catch up with our inspections. Mr. Proctor thanked Tom for his efforts regards inspections, as well as, his ongoing complaint and investigation work.

The deadline for financial disclosure statement for calendar year 2017 with the State Ethics Commission was April 30, 2018. Anyone who has not filed by that date will receive a letter signed by Secretary Neal stating they have until May 21, 2018 to file.

The deadline to receive Executive Director Candidate applications was Monday, May 7, 2018. A total of 25 applications have been received. The Chief of the Department's recruitment process will personally review the applications, and submit the ones deemed qualified to Mr. Proctor as soon as possible.

EXECUTIVE COMMITTEE REPORT

No report.

FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE

Lynn Shuppel, Chair, reported there is currently \$1,079,736.58 in the fund.

PRE-NEED COMMITTEE REPORT

Victor March, Chair reported, that in a previous board meeting, the Board was asked if it could create a standard form for the establishment of an irrevocable trust. The Committee determined that the creation of a standardized form for the establishment of an irrevocable trust may best be accomplished by the Association taking up the role of creating a form that can be used to establish an irrevocable trust. The committee encourages the Association to do so.

ESTABLISHMENT COMMITTEE REPORT

Mark Bailey, Chair reported on the following establishments.

Establishments

Mr. Bailey moved for approval of Pridgen Funeral Home. The motion was seconded and approved.

Mr. Bailey moved for approval of Eastern Shore Cremation and Funeral Service. The motion was seconded and approved, pending final inspection.

Mr. Bailey moved for approval of Beltway Cremation Center, P.A The motion was seconded and approved, pending final inspection.

LICENSURE COMMITTEE REPORT

D. Lynn Newman, Chair reported on the following applicants.

Apprentice

Mr. Newman moved for approval of Olivia Ericson of Simplicity Cremation & Funeral Services, with Thomas Allen as her sponsor, for apprenticeship license. The motion was seconded and approved.

Mr. Newman moved for approval of Jordan Thompson of Boal Funeral Home, with Theresa St. Thomas-Boal as her sponsor, for apprenticeship license. The motion was seconded and approved.

Mr. Newman moved for approval of Christina J.E. Watson-Pender of Lewis N. Watson Funeral Home, PA, with Lewis Watson as her sponsor, for apprenticeship license. The motion was seconded and approved.

Mr. Newman moved for approval of Myles Kalina- Hammond of Francis J. Collins Funeral Home for a new sponsor, Derek Marble. The motion was seconded and approved.

Mortician

Mr. Newman moved for approval of London Ashley Lilly for mortician's license. The motion was seconded and approved.

Mr. Newman moved for approval of Dezirae Bires for mortician's license. The motion was seconded and approved.

Mr. Newman moved for approval of Jacqueline Kemberling-Martin for mortician's license. The motion was seconded and approved.

Mortician via Waiver

Mr. Newman moved for approval of Brian S. Duda for mortician's license. The motion was seconded and approved.

Courtesy Card

Mr. Newman moved for approval of Zachary Jones for courtesy card. The motion was seconded and approved.

Mr. Newman moved for approval of Cornelius E. Melvin for courtesy card. The motion was seconded and approved.

Mr. Newman moved for approval of Paul Derlunas for courtesy card. The motion was seconded and approved.

Registered Transporters

Mr. Newman moved for the approval of Marvin Pineda of Mid-Atlantic Removal Services, LLC. for Registered Transporter. The motion was seconded and approved.

CONTINUING EDUCATION UNITS COMMITTEE

Dr. Camille Bryant, Chair reported on the following CEU's. The motion was seconded and approved.

1. The Dodge Institute for Advanced Mortuary Studies -2018 Dodged Technical Series – November 8,9, 2018- 9 CEU's.
2. NFDA – NFDA Certified Preplanning Consultants CPC – October 13, 2018 – 6 CEU's.
3. International Order of the Golden Rule – Opioid Epidemic: How Funeral Directors Can Respond – Online/ Ongoing – 1 CEU.
4. International Order of the Golden Rule – 4 Ways to Woo Cremation Families – Online – 1 CEU.
5. International Order of the Golden Rule – Harness the Power of Online Review Sites to Better Serve Families – Online/Ongoing – 1 CEU.
6. CANA – Legal Topics – January 1 – December 31, 2018 – 1.5 CEU's.
7. CANA – Phone Shoppers: Your Best First Impression – January 1 – December 31, 2018 – 1 CEU.
8. CANA – Cremation & the Environment Online Course – January 1 – December 31, 2018 – 2 CEU's.
9. CANA – Cremation Arrangement Conference Best Practices - January 1 – December 31, 2018 – 2 CEU's.
10. SCI Management/Dignity University – 28 previously approved courses – Ongoing/Online – multiple CEU's.

Mr. Govoni stated, as an FYI, if you have not reviewed it lately, the formatting and design of the entire continuing education committee structure, thanks to the hard work of Ms. Lisa Woods and Dr. Camille Bryant, is that there is a very easy to read table of all CEU's that are current. It is much easier and it's ported over right after Board approval today, so that you can see a current list instead of having to search backwards for when it may have been approved, and you can see it before you take the class or immediately thereafter, if it's already happened, whether or not it has Board approval.

OLD BUSINESS

Mr. Govoni reported existing establishments do not pay into the Family Security Fund, however if you open a new funeral establishment, you would have to include the payment along with your permitting fees.

NEW BUSINESS

Dr. Camille Bryant, Chair of the Nominating Committee reported the Committee met and they have the following individuals they would like to put forward:

PRESIDENT

Dr. Ahmed Elzaree

Mark Bailey

D. Lynn Newman

1ST VICE PRESIDENT

Victor March

Wayne Cooper

2ND VICE PRESIDENT

Dr. Camille Bryan

SECRETARY

Bob Bradshaw

Michele Kutta

ADJOURNMENT

Pursuant to Maryland State Government Article, Code § 10-501 et. Seq., on a motion by James Govoni, President, and seconded, then the Board unanimously voted to close its meeting.